

DOE ISM Champions Workshop Flow Summary

Our sessions at the upcoming Albuquerque meetings have the potential to be an excellent venue for exchange of useful information for effective implementation, and to ensure we are working on the right actions from each of the five (5) topical areas included on the agenda. To ensure everyone has the opportunity to prepare fully for the meetings, below is a summary of the flow for the two days.

Day 1 – Tuesday, April 25th

First there will be a General Session, from 8:00 to 9:45 a.m. This is for all attendees at the workshop. This will then be followed by two separate break-outs from 10:00 to 12:00, which will occur in parallel. One session is for DOE attendees and one for contractor personnel. In the DOE session the DOE attendees will continue their discussions from their Monday night meetings.

A separate agenda has been prepared for the contractor session (available on the DOE ISM web site). The contractors will be focusing on preparing themselves for the afternoon PSO break-out sessions by discussing cross-cutting issues for each of the five topical areas. The leaders for the contractor session have also assigned the contractor attendees specific deliverables in order to ensure they are prepared.

At 1:00 p.m., we will all reconvene as a group and after Jerry Paul provides opening remarks, each of the Topical Area Leaders will provide a “10 minute” overview of the assigned topic. Basically each assigned leader should briefly cover the Background, Status, Future Plans, and Open Issues, as appropriate, for the topic. This is a crucial transition session since we expect the PSO sessions to address issues, concerns, gaps, etc., for each of the topical areas in their sessions.

PSO Break-outs - Three hours (2:00 to 5:00 p.m.) has been allocated for the PSO break-out sessions. We expect each of the five topical areas to be addressed and the PSO-specific issues, concerns, challenges for implementation, current gaps, etc. to be identified from the DOE and contractors participating in the Break-out. An individual must be identified for each of the five (5) areas to serve as the PSO’s spokesperson on the second day’s Topical Area Panels. Following the break-outs, a reception is planned.

Day 2 – Wednesday, April 26th

Day 2’s agenda will start with a presentation on the Tooele Chemical Agent Exposure Event and another presentation on SSA’s recent assessments of several DOE sites. Following these opening presentations, we will have a series of one-hour working sessions for each of the 5 Topical Areas. These sessions will begin with a Panel discussion, with representatives from each PSO and the session moderators. Each PSO representative on the panel will be expected to provide a brief report on their discussions for the particular area from the previous day. Following the report-outs from the PSO representatives, the Session Moderators will facilitate discussion among the Panel members and with the audience to identify common issues and agreed-upon paths forward. The Session Moderators will also capture the output from the PSO report outs and provide a cross-cut summary of the key issues, concerns, actions, etc., at the conclusion of the panel. This will serve as the initial baseline of key issues to be addressed after the workshop by the DOE ISM Champions Council.

After the panels, we will have one more PSO break-out session to allow each PSO to identify the top 3 to 5 issues from all of the panels which they believe can make a difference in improving ISM implementation performance within their respective PSO. Session Moderators are responsible for capturing the outputs and ensure they include next steps/path forward. We want to leave with a list of actions, milestones, and lead Points of Contact. The ISM Champions Council is committed to following through on key issues and agreed-upon actions. The participation of all workshop attendees is important to make sure the areas receiving attention going forward are the ones that will most benefit ISM implementation throughout the DOE complex.